

ST THOMAS A BECKET, RAMSEY

Application for hire of church premises

Name of hirer Jackie Southwell		Organisation RCS	
Name and address to whom invoice should be sent		Tel No: Email address	
Nature of function			
Approximate number attending			
Date(s) of hire			
Hours of hire (including setting up and clearing away)	From	To	
Requirements The hirer will automatically have access to the building and toilets. Please indicate which of the following you require: Kitchen Tables and chairs Sound System (please note this can only be operated by an authorised person) Organ (with the permission of the incumbent organist)			
Insurance It is a requirement for all hirers to have public liability insurance and a copy of your certificate must be included with this form. Name of company: Policy number:			

Safeguarding

Please tick one of the following and sign:

Our organisation has its own safeguarding policy, a copy of which is enclosed.

OR

Our organisation agrees to abide by the safeguarding policy of St Thomas a Becket Church.

Signed **Date**

I certify that I am not less than 18 years of age and I have read and agree to be bound by the conditions of hire relating to the hire of the church and its facilities. I accept responsibility for the observance of the regulations.

I hereby indemnify the Parochial Church Council against all claims in respect of injury, loss or damage (including damage to the Church premises) arising from this letting. In requiring this undertaking the PCC do not seek to absolve themselves or any employee from the liability as owner/occupier of the premises.

I enclose a cheque for as a deposit for this booking and agree to pay the remainder no later than 14 days before the event.

Signed **Date**